

**MICHIGAN DEPARTMENT OF CIVIL SERVICE**  
**JOB SPECIFICATION**

**FOREST TECHNICIAN**

**JOB DESCRIPTION**

Employees in this job carry out activities designed to protect, develop, and maintain forestlands and their natural resources for environmental, economic, and recreational purposes.

There are four classifications in this job.

**Position Code Title –Forest Technician-E**

Forest Technician 8

This is the entry level. The employee works in a learning capacity performing a range of forest technician assignments under close supervision.

Forest Technician 9

This is the intermediate level. The employee works in a developing capacity with increased responsibility for performing a range of forest technician assignments.

Forest Technician E10

This is the experienced level. The employee performs a full range of forest technician assignments and uses considerable independent judgment in making decisions requiring the interpretation and application of guidelines with considerable latitude to specific work situations.

**Position Code Title –Forest Technician-A**

Forest Technician 11

This is the advanced level. The employee at this level serves either as a lead worker assigning and overseeing the work of lower-level forest technicians, or as a senior worker, performing the most complex forest technician assignments. Senior level employees perform complex assignments beyond those expected at the experienced level which have been approved by Civil Service.

**NOTE:** Employees generally progress through this series to the experienced-level based on satisfactory performance and possession of the required experience.

**JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

## **FOREST TECHNICIAN**

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Determines and maps forest-type boundaries for timber inventory, sales, and forest treatments.

Recommends and assists in the development and maintenance of sites, trails, and areas for recreational development.

Oversees the application of pesticides and herbicides.

Operates equipment for site preparation and tree plantings.

Directs workers in tree planting, site preparation, and preparing for prescribed burns.

Participates and trains in such areas as: fire fighting, equipment use and maintenance, public relations, management, and forest techniques.

Assists private landowners on forest management procedures in accordance with the forest management program.

Interprets aerial photos and maps for forest management purposes.

Oversees timber harvests to assure compliance with contract specifications.

Conducts insect and disease surveys.

Administers timber rules by monitoring for contract compliance, preparing bid summaries, post-sale forest treatment proposals, and by updating inventories.

Prepares timber sales prescribed in inventory by laying them out in the field, and determining volumes and values of species and products.

Runs property lines between private and state lands.

Writes contract specifications and sales proposals.

Investigates building and timber trespassing.

Assists in the prevention and suppression of forest fires.

Maintains equipment used in work (pickup truck, snowmobile, hip chain, etc.) by performing inspections, making minor repairs, and arranging routine and special outside maintenance.

Appraises timber for land exchanges, easements, and right-of-ways by field determination of volumes and values of species and products and completion of reports.

Performs recreational trail maintenance and development by brushing, marking, bulldozing, and construction.

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Assists other divisions and agencies by taking part in special projects such as search parties, elk censuses, dam maintenance, animal necropsies, and harvest data collections.

Inspects private land holdings for qualification and compliance with Forest Tax Laws.

Testifies in court when necessary.

Performs related work appropriate to the classification as assigned.

### **Additional Job Duties**

#### **Forest Technician 11 (Lead Worker)**

Coordinates the work of lower level forest technicians by scheduling and overseeing work assignments.

Oversees and assures the quantity and quality of the work by requiring strict adherence to established methods and procedures.

Explains work instructions and adapts, if necessary, pertinent general methods and procedures in order to meet required needs.

Trains lower level forest technicians.

#### **Forest Technician 11 (Senior Worker)**

Performs on a regular basis forest technician activities, which are recognized as the most complex.

### **JOB QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

**NOTE:** Some knowledge in the area listed is required at the entry level, developing knowledge is necessary at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of forest mensuration, surveying, mapping and statistics.

Knowledge of handling explosives.

Knowledge of logging techniques and utilization of forest products.

Knowledge of silviculture, reforestation, and wildlife habitat.

Knowledge of methods used to determine timber volumes.

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Knowledge of timber harvesting methods, and timber management policies and practices.

Knowledge of pesticides and herbicides.

Knowledge of cruising and mapping techniques.

Knowledge of state timber sale appraisal processes and policies.

Knowledge of forestry rules and regulations.

Knowledge of forest practices as they relate to wildlife management.

Knowledge of forest fire suppression methods and techniques.

Ability to identify different types of plants, animals and timber.

Ability to operate and maintain various equipment and tools, and use proper safety methods.

Ability to judge tree heights and grades.

Ability to maintain work-related records, prepare reports and conduct correspondence.

Ability to conduct lineal surveys.

Ability to walk long distances.

Ability to work in inclement weather conditions.

Ability to communicate effectively.

Ability to direct workers in forestry activities.

### **Additional Knowledge, Skills and Abilities**

#### **Forest Technician 11**

Ability to organize and coordinate the forest technician activities of a specific work area.

Ability to establish priorities, assign and evaluate the work of other forest technicians.

#### **Forest Technician 11**

Ability to perform the most complex forest technician assignments.

### **Working Conditions**

Some jobs require employees to work on high structures.

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Work is typically performed outdoors and in remote areas.

### **Physical Requirements**

Some job duties require an employee to bend or stoop in confined areas.

### **Education**

Possession of an associate's degree in forest technology.

### **Experience**

#### **Forest Technician 8**

No specific type or amount of experience is required.

#### **Forest Technician 9**

One year of experience performing forest technician activities related to the state forest management program.

#### **Forest Technician E10**

Two years of experience performing forest technician activities related to the state forest management program.

#### **Forest Technician 11**

Three years of experience performing forest technician activities related to the state forest management program, including one year as a Forest Technician E10.

### **Special Requirements, Licenses, and Certifications**

Possession of the Commercial Driver's License (CDL) issued by the Secretary of State as required by Public Act 346 of 1988 to operate a designated state vehicle.

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

## **JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

### **Job Code**

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### **Job Code Description**

Forest Technician

### **Position Title**

Forest Technician-E

Forest Technician-A

### **Position Code**

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### **Pay Schedule**

L32-006

L32-012